

City of Providence
STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

CHAPTER 2004-49

No. 584 AN ORDINANCE

ESTABLISHING THE CLASSES OF POSITIONS, THE MAXIMUM NUMBER OF EMPLOYEES AND THE NUMBER OF EMPLOYEES IN CERTAIN CLASSES IN THE CITY DEPARTMENTS AND REPEALING ORDINANCE CHAPTER 2003-43 APPROVED JULY 31, 2003 AS AMENDED.

Approved December 7, 2004

Be it ordained by the City of Providence:

THE NUMBER OF EMPLOYEES IN THE CITY DEPARTMENTS LISTED IN THE ORDINANCE SHALL NOT EXCEED AND BE NO MORE THAN THE FOLLOWING:

SECTION 1

CITY CLERK

1	CITY CLERK
1	CLERK III/BILINGUAL
1	DEPUTY CITY CLERK FIRST
1	DEPUTY CITY CLERK SECOND
1	SECRETARY TO DIRECTOR CITY CLERK
5	STENOGRAPHIC REPORTER CITY COUNCIL

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SECTION 2

CITY SERGEANT

1	CITY SERGEANT

1	

SECTION 3

DEPARTMENT OF LAW

1	ADM ASST CITY SOLICITOR
12	ASSISTANT CITY SOLICITOR
1	CONFIDENTIAL SECRETARY
1	CITY SOLICITOR
1	DEPUTY CITY SOLICITOR
2	LEGAL SECRETARY LAW DEPT
1	MUNICIPAL INTEGRITY OFFICER
2	PARALEGAL I
5	SENIOR ASST. CITY SOLICITOR
1	SPECIAL ASST. TO CITY SOLICITOR/CLAIMS

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No.

CHAPTER
AN ORDINANCE

IN CITY COUNCIL
APR 29 2004
FIRST READING
REFERRED TO COMMITTEE ON
FINANCE

Michael R. Clement
CLERK

THE COMMITTEE ON

Finance

Recommendations - Belton

Anna M. Stetson

5-9-04	CLERK	7-7-04
5-22-04	6-10-04	7-8-04
5-29-04	6-15-04	7-14-04
5-30-04	6-16-04	7-15-04 P. Byfield
6-1-04	6-17-04	7-15-04
6-2-04	6-22-04	
6-3-04	6-24-04	
6-8-04	6-29-04	
6-9-04	6-30-04	

THE COMMITTEE ON
FINANCE

Approves Passage of
The Within Ordinance

Anna M. Stetson as Amended
11-10-04 Clerk

THE COMMITTEE ON
FINANCE

Approves Passage of
The Within Ordinance

Michael R. Clement as Amended
11-22-04 Clerk

SECTION 4**MUNICIPAL COURT**

1 CHIEF JUDGE MUNICIPAL COURT
 1 CLERK PROV MUNICIPAL COURT
 1 CLERK TYPIST II
 5 COURT CLERK
 1 COURT CLERK II
 1 COURT CLERK BILINGUAL
 1 DEPUTY CLERK PROV. MUNICIPAL COURT
 1 DEPUTY COURT ADMINISTRATOR
 2 JUDGE PROV MUNICIPAL COURT
 1 MUNICIPAL COURT ADMINISTRATOR

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SECTION 5**PROBATE COURT**

1 CLERK OF PROBATE
 0 CLERK TYPIST II
 2 COURT CLERK
 1 DEPUTY CLERK PROBATE COURT
 1 JUDGE OF PROBATE

 5

SECTION 6**HOUSING COURT**

2 ASSOC JUSTICE HOUSING COURT
 1 CHIEF JUDGE (HOUSING COURT)
 1 COURT CLERK II
 1 COURT CLERK – HOUSING COURT
 1 HOUSING COURT ADMINISTRATOR

 6

SECTION 7**DIRECTOR OF FINANCE**

1 ADMIN. ASSIST FINANCE DIRECTOR
 1 ASST. TO DATA PROCESSING (Chief Information Officer)
 3 ASSISTANT TO FINANCE DIRECTOR
 0 ASSISTANT TO DIRECTOR OF PROVSTAT
 1 BUDGET ANALYST/OFFICER
 1 BUDGET OFFICER/ DEPUTY FINANCE DIRECTOR
 1 CHIEF INFORMATION OFFICER
 1 CHIEF INFO PROCESSOR - PARKS
 1 DATA PROCESSING ASSISTANT
 1 DATA PROCESSING CLERK/HELP DESK
 0 DATA PROCESSING COORDINATOR
 1 DIRECTOR OF FINANCE
 1 DIRECTOR OF PROVSTAT
 1 GIS DIRECTOR
 1 MANAGER OF INFORMATION SYSTEMS
 1 NETWORK ENGINEER
 1 WEB MASTER

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SECTION 8**CITY CONTROLLER**

1 ACCOUNTING MANAGER
 1 ACCOUNTANT / MEDICAL HEALTH
 1 ACCOUNTS PAYABLE ADMINISTRATOR
 5 ACCOUNTS PAYABLE CLERK
 1 ACCOUNTS PAYABLE CLERK /SECRETARY
 1 ACCOUNTS PAYABLE SUPERVISOR
 1 CITY CONTROLLER
 1 DEPUTY CITY CONTROLLER
 2 FISCAL OFFICER
 1 FISCAL OFFICER II
 2 FISCAL OFFICER III
 1 MEDICAL HEALTH PLAN ADM
 1 PAYROLL ADMINISTRATOR
 2 PAYROLL CLERK II
 1 PAYROLL CLERK / ACCTS PAYABLE OFFICER
 1 SUPERVISOR FISCAL
 1 SUPERVISOR PAYROLL

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SECTION 9**EMPLOYEE RETIREMENT**

1 ASSISTANT TO PENSION ADMINISTRATOR
 1 CLERK IV
 1 PENSION ADMINISTRATOR
 4 SENIOR RETIREMENT DIV. CLERK

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SECTION 10**CITY COLLECTOR**

1 ASSIST CITY COLLECTOR
 1 CHIEF TELLER
 1 CITY COLLECTOR
 4 CLERK II
 2 CLERK III
 2 CLERK CITY COLLECTOR
 1 CLERK CITY COLLECTOR-BILINGUAL
 1 CLERK CITY COLLECTOR-COURIER
 1 CONTROL SUPERVISOR
 1 DEPUTY CITY COLLECTOR
 2 FISCAL OFFICER/TAX SALE SPECIALIST
 2 REVENUE COLLECTION AGENT
 1 SUPERVISOR PERSONAL PROPERTY TAX COLL
 5 TELLERS

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SECTION 11

CITY ASSESSOR

1 CLERK II
 1 ADMIN ASSIST (ASSESSOR)
 1 ADMINISTRATIVE AIDE
 2 APPRAISER
 3 APPRAISER I
 1 APPRAISER-COMMERCIAL
 2 APPRAISER-RESIDENTIAL
 1 CITY ASSESSOR
 1 CLERK ASSESSOR'S OFFICE
 2 DEPARTMENTAL CLERK (ASSESSORS)
 1 DEPUTY CITY ASSESSOR
 1 DRAFTSMAN REAL ESTATE
 1 MOTOR VEHICLE APPRAISER
 2 READER OF DEEDS
 2 READER OF DEEDS/TRANSFERS
 1 SECRETARY BD OF TAX ASSESSMENT – ADM. ASST.
 2 SENIOR CLERK ASSESSOR
 1 SUPERVISOR PROPERTY TAX/ASST. TO ASSESSOR
 1 SUPERVISOR TANGIBLE TAX

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SECTION 12

BOARD OF TAX ASSESSMENT REVIEW

1 CHAIRMAN BD OF TAX ASSESSMENT
 4 MEMBER OF BOARD (TAX ASSESSMENT)

 5

SECTION 13

CITY TREASURER

1 ADMIN ASST-TREASURER
 1 CHIEF CLERK TREASURY
 1 CITY TREASURER
 1 CLERK II
 1 CLERK IV
 0 SECRETARY TO TREASURER

 5

SECTION 14

HUMAN RESOURCES (PERSONNEL)

1 ADMIN. ASST. HUMAN RESOURCES
 1 ASSISTANT CLAIMS EXAMINER
 1 ASSISTANT TO HUMAN RESOURCES DIRECTOR
 1 BENEFIT SPECIALIST
 1 CLAIMS EXAMINER (WORKERS COMP)
 1 COORDINATOR OF EMPLOYEES BENEFITS
 1 EQUAL OPPORT EMPLOY OFFICER/COMPLIANCE MONITOR
 1 HUMAN RESOURCES DIRECTOR
 1 HUMAN RESOURCES GENERALIST
 1 MBE/WBE PROGRAM ADMINISTRATOR
 1 OCCUPATIONAL HEALTH OFFICER
 1 PERSONNEL TECHNICIAN I
 1 PERSONNEL TECHNICIAN II
 1 TRAINING COORDINATOR
 0 WORKERS COMPENSATION CLAIM ADMINISTRATOR

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SECTION 15

COMMISSIONER OF PUBLIC SAFETY

1 ADMIN ASSIST FISCAL
 1 ADMIN ASSIST TO COMMISSIONER
 2 CHIEF CLERK
 0 CLERK IV
 0 COMMISSIONER OF PUBLIC SAFETY
 1 DEPUTY COMMISSIONER
 1 MIS DIRECTOR
 2 SENIOR FISCAL OFFICER

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SECTION 16

POLICE DEPARTMENT

1 ADMINISTRATIVE ASST. POLICE
 3 ADMINISTRATION BUREAU LEGAL CLERK
 3 ANIMAL CONTROL OFFICER
 2 ANIMAL CONTROL TECHNICIAN
 5 ANIMAL HANDLER MOUNTED POLICE
 1 AUTOMOTIVE EQUIP SUPT - POLICE
 1 CHIEF CLERK - DETAILS
 1 CHIEF SUPPORT MAINT OPERATIONS
 2 CLERK II
 11 CLERK IV
 1 CLERK SPECIAL PROJECTS
 3 DETECTIVE BUREAU LEGAL CLERK
 12 DETENTION OFFICER
 1 FOREMAN
 1 GRAPHIC ARTIST DESIGN
 1 HUMAN RESOURCE MANAGER
 1 KENNEL DIRECTOR
 7 LABORER
 0 MANAGEMENT INFORMATION SYSTEMS
 30 PARKING CHECKERS
 8 POLICE CAPTAIN
 1 POLICE CHIEF
 1 POLICE INSPECTOR
 19 POLICE LIEUTENANT
 5 POLICE MAJOR
 400 POLICE PERSON
 64 POLICE SERGEANT
 3 PROSECUTION LEGAL CLERK
 4 RECORDS BUREAU CLERK
 1 SECRETARY MOUNTED COMMAND
 1 SENIOR ANIMAL CONTROL OFFICER
 4 SENIOR LEGAL CLERK - POLICE
 1 SENIOR PATROL BUREAU COORDINATOR
 1 STABLE SUPERV MOUNTED POLICE
 2 TRAFFIC BUREAU LEGAL CLERK
 0 VEHICLE INSPECTOR
 3 VIN STATION CLERK

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SECTION 17

FIRE DEPARTMENT

1 ADMIN. ASSIST. TO FIRE CHIEF
1 AIR SUPPLY TECH
1 ASSIST CHIEF OF OPERATIONS
1 ASSIST FIRE CHIEF
1 CLERK II
1 DEPARTMENT INVESTIGATIVE OFFICER
5 DEPUTY ASSIST FIRE CHIEF
1 DEPUTY FIRE MARSHALL
1 DEPUTY OF POLICY & GOV'T RELATIONS
1 DIRECTOR OF SAFETY & TRAINING
9 FIRE BATTALION CHIEF
24 FIRE CAPTAIN
1 FIRE CAPTAIN DISPATCHER
1 FIRE CHIEF
1 FIRE EQUIP MAN
68 FIRE LIEUTENANT
0 FIRE LIEUTENANT COMMAND AIDES
5 FIRE LIEUTENANT DISPATCHERS
1 FIRE MARSHALL (PLAN REVIEWER)
1 FIRE PREVENTION CAPTAIN
2 FIRE PREVENTION LIEUTENANT
5 FIRE RESCUE CAPTAIN
15 FIRE RESCUE LIEUTENANT
20 FIRE RESCUE TECHNICIAN
1 FIRE TRAINING INSTRUCTOR
313 FIREFIGHTER
4 FIREFIGHTER CAR 56
3 FIREFIGHTER CAR 79
4 FIREFIGHTER PLAN REVIEW
1 JUVENILE FIRESETTER
1 LABORER
1 PERSON IN CHARGE CARPENTER SHOP
1 PERSON IN CHARGE SUPPLY ROOM
1 SECRETARY TO FIRE CHIEF
9 SENIOR MECHANIC
1 SHOP SUPERVISOR - FIRE
1 SUPERVISOR OF MAINTENANCE

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SECTION 18**DEPARTMENT OF COMMUNICATIONS**

1 ADMINISTRATIVE ASSISTANT TO DIR OF COMM
 1 CHIEF DISPATCHER OF OPERATIONS
 1 CHIEF RADIO ENGINEER
 12 CLASSIFIED DISPATCHER-POLICE
 1 CLERK II
 4 COMMUNICATION SPECIALIST-POLICE
 1 COMPUTER TECHNICIAN
 26 CONTROL CENTER OPERATORS
 3 CONTROL CTR. OPERATOR/TELETYPE TECH.
 7 CREW CHIEFS POLICE DISPATCH
 1 DEPUTY DIRECTOR OF COMMUNICATION
 1 DIRECTOR OF COMMUNICATIONS
 6 FIRE ALARM TECHNICIAN
 3 FIRE ALARM TECHNICIAN INSPECTOR
 12 FIRE DEPARTMENT DISPATCHER
 1 FOREMAN CABLE CREW
 1 FOREMAN LINE CREW
 2 LABORER
 1 OPERATIONS ASSISTANT
 1 PLAN REVIEW/INSPECTOR
 1 RADIO ENGINEER
 1 RADIO REPAIR TECHNICIAN
 1 SENIOR SWITCHBOARD OPERATOR
 0 SWITCHBOARD OPERATOR I
 2 SWITCHBOARD OPERATOR II
 1 TELEPHONE TECHNICIAN
 0 TELETYPE COORDINATOR
 1 VALIDATION OFFICER

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SECTION 19**INSPECTION & STANDARDS - ADMINISTRATION**

1 ADMINISTATOR ASSISTANT - PROSECUTION
 1 ADMINISTRATOR COORDINATOR (I&S)
 1 CHIEF INFO PROCESSOR
 1 CLERK II
 4 DEPARTMENT CLERK
 2 DEPARTMENT CLERK - BILINGUAL
 0 DEPUTY DIRECTOR OF BUILDING SAFETY
 1 DEPUTY DIRECTOR OF BUILDING SYSTEMS
 1 DIRECTOR OF INSP & STANDARDS
 1 RECORDING SECRETARY BOARDS OF REVIEW
 1 SECRETARY REVIEW BOARDS
 3 SENIOR DEPARTMENT CLERK
 1 ZONING ASSISTANT

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SECTION 20**INSPECTION & STANDARDS - STRUCTURES & ZONING**

1 ASSIST SUPERV STRUCTURES AND ZONING
 0 BUILDING INSPECTOR I
 7 BUILDING INSPECTOR II
 1 BUILDING OFFICIAL
 1 CHIEF OF STRUCTURES & ZONING
 1 PERMIT TECHNICIAN
 1 PLAN ESTIMATOR
 1 SUPERVISOR STRUCTURES AND ZONING

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SECTION 21	INSPECTION & STANDARDS - PLUMBING DRAINAGE & GAS
1	CHIEF PLUMBING, DRAINAGE & GAS PIPING
2	PLUMBING INSPECTOR II
1	PLUMBING INSPECTOR III

4	
SECTION 22	INSPECTION & STANDARDS - ELECTRICAL INSTALLATION
1	CHIEF OF ELEC INST
3	ELECTRICAL INSPECTOR II

4	
SECTION 23	INSPECTION & STANDARDS - MECHANICAL INSTALL.
1	AIR POLLUTION / MECH INSPECTOR
1	CHIEF OF MECH EQUIP
2	MECH EQUIP INSPECTOR II

4	
SECTION 24	ZONING BOARD OF REVIEW
1	AUXILIARY MEMBER ZONING BOARD
1	CHAIRMAN ZONING BOARD OF REVIEW
4	MEMBER ZONING BOARD OF REVIEW

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SECTION 25	BUILDING & HOUSING BOARD OF REVIEW
1.	CHAIRMAN BLDG BD OF REVIEW
4	MEMBER BLDG BD OF REVIEW

5	
SECTION 26	HOUSING BOARD OF REVIEW
0	CHAIRMAN HOUSING BD OF REVIEW
0	MEMBER HOUSING BD OF REVIEW

0	
SECTION 27	INSPECTION & STANDARDS - CODE ENFORCEMENT
1	RENEWAL INSP I
3	RENEWAL INSP II
6	RENEWAL INSP III
1	SUPERVISOR CODE ENFORCEMENT

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SECTION 28**INSPECTION & STANDARDS - PROSECUTION**

1 ASSIST LEGAL SECRETARY
 1 ASSIST PROSECUTION COORDINATOR
 1 COURT COORDINATOR
 1 LEGAL SECRETARY / PROSECUTION
 1 PROSECUTION COORDINATOR

 5

SECTION 29**INSPECTION & STANDARDS - UTILITIES & STANDARDS**

0 CHIEF UTILITIES & STANDARDS
 0 FIRST DEPUTY SEALER
 0 FIRST DEPUTY WEIGHER

 0

SECTION 30**PUBLIC WORKS – ADMINISTRATION**

1 ACCOUNTS PAYABLE OFFICER
 1 ADMINISTRATIVE ASSISTANT DPW
 1 ASSISTANT DIRECTOR GENERAL SERVICES
 1 CLERK IV
 1 DEPARTMENTAL – SWITCHBOARD OPERATOR
 1 DIRECTOR OF PUBLIC WORKS/CHIEF ENGINEER
 1 ENVIRONMENTAL COURT LIASON
 1 OPERATIONS MANAGER
 2 PUBLIC WORKS CLERK

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SECTION 31**PUBLIC WORKS - ENGINEERING**

1 ASST. CHIEF ENGINEERING
 1 ASST. DIRECTOR PROJECT MANAGEMENT
 2 ASSOC ENGINEER III
 1 CHIEF ENGINEER
 2 CIVIL ENGINEER
 1 ENGINEERING AIDE III
 1 ENGINEERING AIDE IV
 1 ENGINEERING SUPERVISOR
 1 HURRICANE BARRIER TECHNICIAN
 1 SUPERVISOR OF ENGINEERING/PLANNING

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SECTION 32**PUBLIC WORKS - ENVIRONMENTAL ENFORCEMENT**

1 ASSOCIATE DIRECTOR OF ENVIRONMENTAL CONTROL
 1 COURT CLERK II
 1 ENVIRONMENTAL CLERK
 2 ENVIRONMENTAL OFFICERS
 2 ENVIRONMENTAL SPECIALIST
 0 EQUIPMENT OPERATOR
 0 FOREMAN
 0 HEAVY EQUIP OPERATOR
 0 LABORER
 4 LABORER (RODENT CONTROL)
 1 MAINTENANCE PLANNER
 0 RECYCLING COORDINATOR
 1 RODENT CONTROL SUPERVISOR
 1 SPECIAL ASST ENVIRONMENTAL CONTROL
 1 SUPERINTENDENT ENVIRONMENTAL SERVICES
 1 SUPERVISOR OF ENVIRONMENTAL

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SECTION 33**PUBLIC WORKS - HIGHWAY & BRIDGE MAINTENANCE**

1 CARPENTER
 5 CEMENT FINISHER
 1 DEPUTY SUPERINTENDENT HIGHWAY
 1 DISPATCHER
 16 EQUIPMENT OPERATOR
 6 FOREMAN
 2 HEAVY EQUIPMENT OPERATOR
 1 HIGHWAY SUPERINTENDENT
 1 JUNIOR ENVIRONMENTAL INSPECTOR
 15 LABORER
 1 MAINTENANCE MAN II
 0 PREVENT MAINT OPERATOR

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SECTION 34**PUBLIC WORKS - TRAFFIC ENGINEERING**

1 CLERK II
 0 CLERK IV
 1 FOREMAN TRAFFIC SIGN MAINTENANCE
 1 PARKING METER MAINTENANCE MAN
 1 TRAFFIC ENGINEER
 1 TRAFFIC ENGINEERING ELECTRICIAN
 1 TRAFFIC MARKER & SIGN MAN
 5 TRAFFIC SIGN MAINTENANCE MAN
 1 TRAFFIC SIGNAL MAINTENANCE FOREMAN
 1 TRAFFIC SYSTEMS ANALYST

13

SECTION 35 PUBLIC WORKS - SEWER CONST. & MAINT.

1 CEMENT FINISHER
 1 EQUIPMENT OPERATOR
 1 FOREMAN
 1 HEAVY EQUIPMENT OPERATOR
 2 LABORER
 3 SEWER EQUIPMENT OPERATOR
 1 SUPT OF SEWER CONSTRUCTION

 10

SECTION 36 PUBLIC WORKS - GARAGE MAINTENANCE

1 ASSIST. SHOP SUPERVISOR
 1 BODY REPAIR/ SENIOR MECHANIC
 1 DIESEL TRUCK/ HEAVY
 1 EQUIPMENT MAINT SUPERVISOR
 1 MECHANIC
 2 SENIOR MECHANIC
 1 SHOP SUPERVISOR
 1 WELDER

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SECTION 37 RECREATION DEPARTMENT

1 ASSISTANT COORDINATOR OF SUPPORT SERVICES
 1 ASSISTANT ATHLETIC COORDINATOR
 1 ATHLETIC COORDINATOR
 0 BUS DRIVER/VAN DRIVER MAINT
 2 CLERK I
 2 COORDINATOR OF TRANSPORTATION
 1 DEPUTY DIRECTOR OF RECREATION
 1 DIRECTOR OF RECREATION
 1 DIRECTOR OF SUPPORT SERVICES
 0 PROGRAM ADMINISTRATOR
 10 RECREATION CENTER DIRECTOR
 1 SECRETARY RECREATION
 1 SENIOR SECRETARY
 1 SPECIAL EVENTS COORDINATOR

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SECTION 38 RECREATION SEASONAL

0 ASSIST POOL DIRECTORS
 12 ASSIST RECREATION CENTER DIREC
 1 BUS DRIVER - REC SEASONAL
 4 CUSTODIANS - SEASONAL
 24 LIFE GUARD
 36 POOL ATTENDANTS
 26 RECREATION AIDES
 0 RECREATION CTR DIR SEASONAL
 2 RECREATION CTR MANAGER
 22 RECREATIONAL LEADER SEASONAL
 30 REFEREE
 29 SUPERVISOR
 33 WATCHMAN - SEASONAL

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SECTION 39**PARKS - GROUNDS MAINTENANCE SERVICES**

1 ADMIN. ASSISTANT - PARKS
 1 ASSIST. DIREC GROUNDS MAINT
 1 ASSIST. SHOP SUPERVISOR
 0 CARPENTER / PARK
 1 CHIEF CENTRAL MAINT
 1 DIRECTOR GROUNDS MAINT SERV
 15 EQUIPMENT OPERATOR
 3 FOREMAN
 0 GENERAL FOREMAN
 3 HEAVY EQUIPMENT OPERATOR
 1 INVENTORY CONTROL SUPERV
 5 LABORER
 12 LIGHT EQUIPMENT OPERATOR
 6 MAINT MAN III
 4 MAINT MAN IV
 0 MECHANIC
 1 PARKS ELECTRICIAN
 1 PUBLIC GROUNDS INSP
 3 SENIOR MECHANIC
 1 SHOP SUPERV-MECHANIC
 1 SUPERVISOR GEN. MAINT.
 2 SUPERVISOR GROUNDS MAINT
 1 TREE FARM MANAGER

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SECTION 40**PARKS - FORESTRY**

1 CITY FORESTER
 1 COORDINATOR OF FORESTRY OPERATIONS
 2 EQUIPMENT OPERATOR
 1 FOREMAN
 1 FORESTRY CLERK
 1 GENERAL FOREMAN
 1 HEAVY EQUIP OPERATOR
 0 LABORER
 1 TREE INSPECTOR
 8 TREE TRIMMERS

17

SECTION 41**PARKS - ZOOLOGICAL AND SECURITY SERVICES**

1 ASSOCIATE VETERINARIAN
 0 DEPARTMENT CLERK EDUCATOR-ZOO
 1 EDUCATION ASSISTANT
 0 EDUCATION CURATOR
 2 GENERAL CURATOR
 1 HUMAN RESOURCE ADMINISTRATOR
 5 LEAD ZOOKEEPER
 1 VETERINARY TECHNICIAN
 2 VETERINARIAN
 1 ZOO DIRECTOR
 1 ZOO EDUCATION CLERK
 1 ZOO REGISTRAR
 23 ZOOKEEPER

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SECTION 42**PARKS - DEVELOPMENT AND ENVIR. SERVICES**

1 EDUCATION ASSISTANT
 1 EDUCATION SUPERVISOR
 1 EQUIPMENT OPERATOR
 1 GARDEN CURATOR
 1 GENERAL FOREMAN
 1 GROWER
 1 HEAVY EQUIPMENT OPERATOR
 1 HORTICULTURALIST
 3 LABORERS
 8 LANDSCAPE GARDENER
 0 LANDSCAPE GARDNER – SPECIAL PROJECTS
 1 PARKS CONSTRUCTION INSPECTOR
 1 SUPERVISOR OF ENG/PLANN.
 1 SUPERVISOR OF INSPECTIONS
 1 SUPERVISOR OF SPECIFICATIONS

 23

SECTION 43**PARKS - PROGRAMMING SERVICES**

2 CLERK IV
 0 CULTURAL AFFAIRS COORDINATOR
 1 CURATOR
 2 CURATORIAL ASSISTANT
 1 EDUCATIONAL ASSISTANT
 1 EVENT PLANNER
 1 FACILITIES COORDINATOR
 1 MUSEUM DIRECTOR
 1 MUSEUM EDUCATOR
 1 PLANETARIUM PROGRAMMER
 1 PRODUCTION SPECIALIST

 12

SECTION 44**PARKS - OFFICE OF THE SUPERINTENDENT**

1 CLERK STENO III - PARKS
 1 CONSTRUCTION PROJECT MANAGER
 1 DEPUTY DIRECTOR OF PARKS
 1 FISCAL ADVISOR PARKS
 0 OFFICE MANAGER - SUPERINTENDENT
 1 PAYROLL PERSONNEL ASSIST
 1 SECRETARY TO SUPERINTENDENT
 11 SECURITY OFFICER – ZOO (PARK RANGER)
 3 SENIOR SECURITY OFFICER - ZOO
 1 SUPERINTENDENT OF PARKS
 1 SWITCHBOARD OPER II (PARKS)

 22

SECTION 45**PARKS - NORTH BURIAL GROUND**

1 CLERK I
 1 DEPUTY DIRECTOR GROUNDS MAINT.
 3 EQUIPMENT OPERATOR
 1 GENERAL FORMAN
 1 HEAVY EQUIP OPERATOR
 4 LABORER
 2 LIGHT EQUIPMENT OPERATOR
 1 MAINTENANCE MAN II
 1 OFFICE MANAGER NORTH BURIAL GROUND
 0 PARKS PERSONAL SECRETARY
 1 SENIOR MECHANIC
 0 SUPERVISOR - NBG

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SECTION 46**RECORDER OF DEEDS**

0 DEPUTY RECORDER OF DEEDS
 4 LAND RECORDS CLERK I
 1 RECORDER OF DEEDS
 3 SENIOR LAND RECORDS CLERK

8

SECTION 47**VITAL STATISTICS**

1 CHIEF CLERK - VITAL STATISTICS
 1 CITY REGISTRAR OF VITAL STATISTICS
 1 CLERK VITAL STATS - BILINGUAL
 1 SENIOR CLERK II - VITAL STATS
 1 SENIOR CLERK VITAL STATS

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SECTION 48**BOARD OF CANVASSERS**

1 ADMINISTRATOR OF ELECTIONS
 0 CHIEF CLERK - BOARD OF CANVASSERS
 3 CLERK IV
 1 EXEC SECRETARY BD OF CANV
 2 MEMBER OF BD OF CANV
 0 SUPERVISOR OF ELECTION MAT
 1 SUPERVISOR REGISTRATION/CANVASSERS

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SECTION 49**BOARD OF LICENSES**

1 CHAIRMAN AND SECRETARY B OF L
 1 CHIEF CLERK - B OF L
 4 COMMISSIONER B OF L
 1 LICENSE ADMINISTRATOR
 2 LICENSE BOARD CLERK
 2 NON STANDARD INSPECTORS
 2 SENIOR LICENSE BD CLERK

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SECTION 50**HUMAN RELATIONS**

0 CLERK II
 0 DEPUTY DIRECTOR
 0 EXEC DIR HUMAN RELATIONS
 0 HOUSING INVESTIGATOR
 0 HUMAN RESOURCE ADMINISTRATOR
 0 HUMAN RESOURCE SPECIALIST
 0 SECRETARY/TRANSLATOR

 0

SECTION 51**PROVIDENCE EMERGENCY MANAGEMENT**

1 ADMINISTRATOR ASST. – EMERGENCY MANAGEMENT
 1 DEPUTY DIRECTOR EMERGENCY MANAGEMENT
 1 DIRECTOR OF EMERGENCY MANAGEMENT
 1 EMERGENCY MANAGEMENT SPECIALIST
 1 HOMELAND SECURITY LIASON
 1 MIS DIRECTOR
 1 PORT SECRETARY

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SECTION 52**PLANNING & DEVELOPMENT**

1 ADMIN. ASST. TO DIRECTOR
 1 ADMINISTRATIVE ASSISTANT
 1 ADMINISTRATIVE ASSISTANT - DPD
 1 ASSISTANT DIRECTOR BUSINESS DEVELOPMENT
 1 ASSISTANT DIRECTOR FISCAL OPERATIONS
 1 ASSIST DIRECTOR PROJECT MANAGEMENT
 1 ASSOCIATE DIRECTOR OF FISCAL OPERATIONS
 1 CLERK II
 1 COMMERCIAL LENDING OFFICER
 1 COMPLIANCE & MONITORING OFFICER
 1 DEPUTY DIRECTOR DEVELOPMENT
 1 DEPUTY DIRECTOR PLANNING
 1 DIRECTOR OF ADMINISTRATION
 1 DIRECTOR OF COMPLIANCE
 1 DIRECTOR OF DEVELOPMENT & REVIEW
 1 DIRECTOR OF PLANNING
 1 DIRECTOR OF REAL ESTATE
 1 DIRECTOR PLANNING AND DEVELOPMENT
 1 ECONOMIC DEVELOPMENT COORDINATOR
 1 FINANCIAL COMPLIANCE OFFICER
 2 FISCAL OFFICER
 1 FISCAL OPERATIONS OFFICER
 2 GIS COORDINATOR
 1 HOUSING INSPECTOR
 1 HOUSING OFFICER
 1 HOUSING PROGRAM COORDINATOR
 1 HOUSING PROGRAM SPECIALIST
 2 HUD MONITOR SPECIALIST
 1 INFORMATION SYSTEMS COORDINATOR (DPD)
 1 LEAD ABATEMENT COORDINATOR
 1 LEAD INSPECTOR (CERTIFIED)
 1 LEGAL RESEARCH ASSISTANT (DPD)
 0 MIS DIRECTOR

PLANNING & DEVELOPMENT (continued)

1 OFFICE MANAGER HOUSING DIVISION
 1 PRESERVATION PLANNER
 1 PRINCIPAL PLANNER - ENVIRONMENT
 7 PRINCIPAL PLANNER
 1 PROGRAM EVALUATION OFFICER
 1 REAL ESTATE AIDE III
 1 RESIDENTIAL LENDING OFFICER (LOAN SPECIALIST)
 1 SECRETARY DPD
 1 SENIOR COMPLIANCE OFFICER & MONITORING
 0 SENIOR DRAFTSMAN DEPT PLAN
 1 SENIOR REAL ESTATE OFFICER
 2 SENIOR SUPERVISOR REHAB SERVICES
 1 SPECIAL PROJECTS COORDINATOR
 1 SWITCHBOARD OPERATOR
 0 VERIFICATION OFFICER
 1 VERIFICATION SPECIALIST
 1 VERIFICATION SPECIALIST/SEC

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SECTION 53**CITY COUNCIL - ADMINISTRATION ASSISTANT**

1 ADVANCE COUNCIL
 1 ADMINISTRATIVE COORDINATOR - CITY COUNCIL
 1 ADMINISTRATIVE AIDE - CITY COUNCIL
 1 ADMINISTRATIVE AIDE - TRANSLATOR
 1 COORDINATOR - CITY COUNCIL INITIATIVES
 1 RECEPTIONIST - CITY COUNCIL
 1 RESEARCH ANALYST
 1 RESEARCH ASSISTANT
 1 SECRETARY CITY COUNCIL
 1 SPECIAL ASST TO CITY COUNCIL/SPEC. PROJECTS
 1 TECHNOLOGY INFORMATION SPECIALIST

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SECTION 53(a)**OFFICE OF THE INTERNAL AUDITOR**

2 ASSISTANT TO INTERNAL AUDITOR
 1 INTERNAL AUDITOR
 1 INTERNAL AUDITOR/ ANALYST
 2 SENIOR AUDITOR ANALYST

 6

SECTION 54**ARCHIVES & HISTORY**

1 ARCHIVAL ASSISTANT
 1 CLERK III
 1 CITY ARCHIVIST

 3

SECTION 55

DEPARTMENT OF HUMAN SERVICES

1 ADMIN. ASST. – HUMAN SERVICES
 1 ANALYST/COORD. – HEALTH & SUBSTANCE ABUSE
 1 ANALYST/COORD. – YOUTH DEVELOPMENT
 1 ASST TO DIRECTOR – COUNCIL ON SUBSTANCE ABUSE
 1 CASE MANAGER – Sstar FED DEMONSTRATION
 1 CLERK II
 1 COORDINATOR OF SENIOR AIDES
 1 DEPUTY DIRECTOR OF HUMAN RELATIONS
 1 DIRECTOR OF ELDERLY SERVICES
 1 ELDERLY AFFAIRS CLERK
 1 EXECUTIVE DIRECTOR – COUNCIL ON SUBSTANCE ABUSE
 2 GRANT WRITER
 2 HOUSING INVESTIGATOR
 1 HUMAN RELATIONS – EXECUTIVE DIRECTOR
 1 HUMAN RELATIONS SPECIALIST
 1 PREVENTION SPECIALIST Federal Allocation
 1 PROGRAM DIRECTOR - RISAPA
 1 PROGRAM DIRECTOR – SENIOR SERVICES
 1 PROJECT DIRECTOR – COUNCIL ON SUBSTANCE ABUSE
 1 SECRETARY TRANSLATOR – HUMAN RELATIONS
 1 SUPERVISOR

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SECTION 56

OFFICE OF ARTS, FILM, CULTURE & TOURISM

1 CULTURAL AFFAIRS COORDINATOR
 1 DIRECTOR OF CULTURAL AFFAIRS
 1 DEPUTY DIRECTOR OF CULTURAL AFFAIRS
 1 PRODUCTION COORDINATOR

 4

SECTION 57

P.E.R.A.

1 CONFIDENTIAL SECRETARY
 1 EXECUTIVE DIRECTOR
 2 INVESTIGATOR

 4

SECTION 58

PUBLIC PROPERTY

1 ADMIN ASSIST PUBLIC PROPERTY
 1 ASST. ELECTRICIAN
 2 COORDINATOR PUBLIC PROPERTY
 1 DEPUTY DIRECTOR OF PUBLIC PROPERTY
 1 DIRECTOR OF PUBLIC PROPERTY
 1 ELECTRICIAN PUBLIC PROPERTY
 1 FLEET MANAGER
 1 GAS PUMP OPERATOR
 1 INSPECTOR OF PUBLIC PROPERTY
 8 LABORER/CUSTODIAN
 1 MAINT MAN III POOLS & REC
 2 MAILROOM CLERK
 1 MANAGEMENT OFFICER
 1 PRINTER
 1 STATIONARY EQUIPMENT OPERATOR
 1 SUPERVISOR LABORER/CUSTODIAN

 25

SECTION 59

PURCHASING

1 ASSOCIATE DIRECTOR PURCHASING
 1 CLERK III
 0 MBE/WBE PROGRAM ADMINISTRATOR
 5 PURCHASING AGENT II
 1 PURCHASING AGENT III
 0 PURCHASING AGENT IV
 1 PURCHASING HELP DESK SUPPORT
 0 SUPERVISOR/PURCHASING AGENT

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SECTION 60

The number of employees in the Office of the Mayor shall not be limited. The Mayor may appoint without reference to civil service provisions and without the necessity for approval by the City Council a Chief of Staff and such Deputies, Assistant's, Aides, Secretaries, Stenographers, Clerks and other personnel, as he may deem necessary.

SECTION 61

No person shall be appointed to, and the City Treasurer shall not pay, nor shall an officer or employee of the city issue a check for the payment of, nor pay any salary or compensations to a person holding or claiming to hold a position in the classified service in any department which is in excess of the total number of positions or the number of any individual class of positions provided herein for the particular department; provided, however, that with the approval of the department head and the Director of Finance, said maximum may be exceeded temporarily when regular employees are absent on vacation and the excess employees do not aggregate more than the number on vacation or during the absence of employees, due to injuries received while discharging their duties as employees or during absences of employees on sick leave, and it is necessary to employ temporary employees for the duration of the employee's sick leave, or during the absence of employees who have been granted a temporary leave of absence or when in the opinion of the Director of Finance, a temporary emergency exists.

SECTION 62

Where no maximum limit is fixed on the total number of positions or the number of any individual class of positions in a department, the number of persons appointed and employees shall be determined by the unexpended appropriation available.

SECTION 63

Effective with the adoption of this Ordinance, Officers and Employees of the City of Providence may authorize Employees to perform duties of a higher rated classification only when a temporary vacancy exists in the higher rated classification, cause by leave or retirement, and that said position is funded and provided for in this Ordinance. Said assignment may be for a maximum of 90 days per fiscal year with notice to the Personnel Director. Any period longer than 90 days shall be approved by the Personnel Director and such approval with reasons for the extension shall be provided to the City Council.

SECTION 64

This Ordinance shall take effect September 1, 2004.

IN CITY COUNCIL
NOV 18 2004
FIRST READING
READ AND PASSED

Michael R. Clement
CLERK

IN CITY COUNCIL

DEC 2 2004
FINAL READING
READ AND PASSED

Michael R. Clement
PRESIDENT

CLERK

APPROVED

12/7/04
MAYOR